



INVITATION TO BID

FOR THE LEASE AND MAINTENANCE OF PHOTOCOPYING MACHINES

The Philippine Ports Authority, through the Corporate Budget of the Authority for CY 2019, intends to apply the sum of **₱3,024,000.00** being the Approved Budget for the Contract (ABC) to payments under the contract for the **Lease and Maintenance of Photocopying Machines (BAC-PGCS-008-2019)**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

The Philippine Ports Authority now invites bids for **A. Lease of Twenty-Five (25) units of Copying Machines B. Maintenance and Repair Services for the Copying Machines**. Contract Duration is Twelve (12) Months from the receipt by the successful bidder of the Notice to Proceed. Bidders should have completed, within five (5) years from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.

Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act 9184 (RA 9184), otherwise known as the "Government Procurement Reform Act."

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183.

Interested bidders may obtain further information from the Philippine Ports Authority Bids and Awards Committee (BAC) and inspect the Bidding Documents at the address given below from 8:00 a.m. to 5:00 p.m., Monday to Friday.

A complete set of Bidding Documents may be acquired by interested Bidders on **23 December 2019** from the address below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of FIVE THOUSAND (P5,000.00) PESOS.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Philippine Ports Authority, provided that bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

The Philippine Ports Authority's Bids and Awards Committee will hold a Pre-Bid Conference on **06 January 2020 at 10:00 a.m.** at the PPA Function Room, 7th Floor, PPA Bldg., Bonifacio Drive, South Harbor, Port Area, Manila, which shall be open to all prospective bidders.

Bids must be duly received by the BAC Secretariat at the address below on or before **21 January 2020 at 9:00 a.m.** All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in the bidding documents.

Bid opening shall be on **21 January 2020 at 10:00 a.m.** at the 7th Floor, PPA Building, A. Bonifacio Drive, South Harbor, Port Area, Manila. Bids will be opened in the presence of the bidders' representatives who choose to attend. Late bids shall not be accepted.

The Philippine Ports Authority reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of R.A. 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

BAC Secretariat, Philippine Ports Authority
5th Floor, PPA Bldg., A. Bonifacio Drive,
South Harbor, Port Area, Manila

Telephone/Fax No. 527-47-35
527-83-56 to 83 loc. 539

PPA Website: www.ppa.com.ph

MARK JON S. PALOMAR
Chairperson, PPA Head Office Bids and Awards
Committee for the Procurement of Goods and
Consultancy Services (HO-BAC-PGCS)